

Procedures for assisting LEAs who don't make Maintenance of Effort

1. Calculate the per pupil expenditures for the identified systems. Use the ADM count on the state's report card for the two years considered in the comparison. Divide the number of students into the required spending amount on the Finance spreadsheet. See if the previous year's per pupil spending is at least 90% of the second previous year's per pupil spending.
2. If the system did not make Maintenance of Effort either way, contact the assigned fiscal consultant for the system and send him/her the spreadsheet from Finance indicating the system didn't make Maintenance of Effort. The fiscal consultant will recheck the figures and:
 - a. Determine that the Finance figures are accurate and the system's current year allocation will need to be reduced by the same percentage they "missed" Maintenance of Effort

OR

- b. The fiscal consultant determines there is an inaccuracy in the calculations and the system did meet their obligations to Maintenance of Effort.
3. IF the system made Maintenance of Effort, the issue is closed and applicable spreadsheets are revised to correct the inaccuracy.
4. IF the system did not make Maintenance of Effort by either the aggregate or per pupil process, Federal Programs will notify Finance, the NCLB consultant and the Director of Schools in the affected system. If all calculations are correct and the system doesn't have other state and local funds to augment the aggregate sum to "meet" the required percentage, the Office of Federal Programs will reduce each applicable title's allocation by the required percentage and post the new numbers to FACTS. The recaptured money will be reallocated according to the TN Mandated Operating Procedures.
5. Both Fiscal and NCLB consultants will work with the affected system so they will be aware of what they need to spend to make Maintenance of Effort the following year.